

GI TC 801 FOLLIN LANE, LLC

INDIVIDUAL SMALL BUSINESS SUBCONTRACTING PLAN

I. IDENTIFICATION DATA:

Address: **801 Follin Ln SE, Vienna, VA 22180**

Date Prepared: **9/23/2021**

Description of Lease: **Operating Expenses, Tenant Improvements**

Request for Lease Proposal Number: **7VA2531**

Lease Number: **LVA01928**

II. LEASE PERIODS AND ESTIMATED LEASE DOLLAR VALUE

Firm Term: **1/20/2021 – 1/19/2036**

Non-Firm Term: **N/A**

Option: **N/A**

Total Estimated Lease Value - \$125m

Firm Term **\$125m**

Non-Firm Term: \$ **N/A**

Option Period: \$ **N/A**

Place of Performance: 801 Follin Ln SE, Vienna, VA 22180

DUNS Number: 078730530

III. GOALS:

GI TC 801 FOLLIN LANE, LLC provides the following separate dollar and percentage goals, which are a percentage of the total subcontracting dollars for each business category:

Firm Term (expressed in dollars and percentages of the total dollars planned to be subcontracted) Years 1-15		
PLANNED SUBCONTRACTING TO:	DOLLARS	PERCENT
1. Total Dollars to be Subcontracted	(b) (4)	(4)
2. Large Businesses (Other than Small)		
3. All Small Businesses (including ANCs & Indian tribes)		
4. Veteran-Owned Small Businesses (VOSB) ¹		
5. Service-Disabled Veteran-Owned Small Businesses (SDVOSB)		
6. HUBZone Small Business (HUBZone)		
7. Small Disadvantaged Businesses (SDB)		
8. Women-Owned Small Businesses (WOSB)		

¹ Items 4 through 8 stand on their own. They do not equate to the small business total. Refer to "How to do the math" tips in the instructions.

If applicable:

Non-Firm Term: N/A		
PLANNED SUBCONTRACTING TO:	DOLLARS	PERCENT
1. Total Dollars to be Subcontracted	(b)	(4)
2. Large Businesses (Other than Small)		
3. All Small Businesses (including ANCs & Indian tribes)		
4. Veteran-Owned Small Businesses (VOSB)		
5. Service-Disabled Veteran-Owned Small Businesses (SDVOSB)		
6. HUBZone Small Business (HUBZone)		
7. Small Disadvantaged Businesses (SDB) (including ANCs & Indian tribes)		
8. Women-Owned Small Businesses (WOSB)		

If applicable (for each option):

Option: N/A		
PLANNED SUBCONTRACTING TO:	DOLLARS	PERCENT
1. Total Dollars to be Subcontracted	(b)	(4)
2. Large Businesses (Other than Small)		
3. All Small Businesses (including ANCs & Indian tribes)		
4. Veteran-Owned Small Businesses (VOSB)		
5. Service-Disabled Veteran-Owned Small Businesses (SDVOSB)		
6. HUBZone Small Business (HUBZone)		
7. Small Disadvantaged Businesses (SDB) (including ANCs & Indian tribes)		
8. Women-Owned Small Businesses (WOSB)		

Total (Firm term + Non-firm Term + Option(s)):

Firm Term: Years 1-15		
PLANNED SUBCONTRACTING TO:	DOLLARS	PERCENT
1. Total Dollars to be Subcontracted	(b)	(4)
2. Large Businesses (Other than Small)		
3. All Small Businesses (including ANCs & Indian tribes)		
4. Veteran-Owned Small Businesses (VOSB) ²		
5. Service-Disabled Veteran-Owned Small Businesses (SDVOSB)		
6. HUBZone Small Business (HUBZone)		
7. Small Disadvantaged Businesses (SDB)		
8. Women-Owned Small Businesses (WOSB)		

² Items 4 through 8 stand on their own. They do not equate to the small business total. Refer to "How to do the math" tips in the instructions.

TOTAL LEASE GOALS		
PLANNED SUBCONTRACTING TO:		
	DOLLARS	PERCENT
1. Total Dollars to be Subcontracted	(b) (4)	(4)
2. Large Businesses (Other than Small)		
3. All Small Businesses (including ANCs & Indian tribes)		
4. Veteran-Owned Small Businesses (VOSB) ³		
5. Service-Disabled Veteran-Owned Small Businesses (SDVOSB)		
6. HUBZone Small Business (HUBZone)		
7. Small Disadvantaged Businesses (SDB) (including ANCs & Indian tribes)		
8. Women-Owned Small Businesses (WOSB)		

IV. PRINCIPAL TYPES OF SUPPLIES AND SERVICES TO BE SUBCONTRACTED:

The principal types of supplies and/or services that **GI TC 801 FOLLIN LANE, LLC** anticipates to be subcontracted and the identification of the type of business concern planned are as follows.

Business Category or Size Construction

Supplies/Services	Large	Small	VOSB	SDVOSB	HUBZone	SDB	WOSB
Carpenters (NAICS: 238350)	X	X	X	X	X	X	X
Laborers (NAICS: 238390)	X	X	X	X	X	X	X
Drywall Installers (NAICS: 238310)	X	X	X	X	X	X	X
Painters (NAICS: 238320)	X	X	X	X	X	X	X
Demolition (NAICS: 238910)	X	X	X	X	X	X	X

Business Category or Size Recurring Services

Supplies/Services	Large	Small	VOSB	SDVOSB	HUBZone	SDB	WOSB
Facilities Support Services (NAICS: 561210)	X	X	X	X	X	X	X
Engineering (NAICS: 541330)	X	X	X	X	X	X	X
Landscaping (NAICS: 561730)	X	X	X	X	X	X	X

³ Items 4 through 8 stand on their own. They do not equate to the small business total. Refer to "How to do the math" tips in the instructions.

Business Category or Size
Other Subcontracted Supplies and/or Services

Supplies/Services	Large	Small	VOSB	SDVOSB	HUBZone	SDB	WOSB

V. DESCRIPTION OF METHOD USED TO DEVELOP SUBCONTRACTING GOALS:

GI TC 801 FOLLIN LANE, LLC used the following method to develop the subcontracting goals:

Used GSA established goals as a guideline. Consulted other building owners and property managers with GSA leases.

VI. DESCRIPTION OF METHOD USED TO IDENTIFY POTENTIAL SOURCES:

GI TC 801 FOLLIN LANE, LLC identifies potential subcontractors using the following source lists and organizations:

SAM database, service organizations, small business trade associations, US Department of Commerce.

VII. INCLUSION OF INDIRECT COSTS IN ESTABLISHING GOALS:

Indirect costs _____ HAVE BEEN (or) **X** HAVE NOT BEEN included in the dollar and percentage subcontracting goals stated above.

If indirect costs HAVE been included⁴, the method used to determine the proportionate share of indirect costs to be incurred with small business concerns was as follows:

VIII. PROGRAM ADMINISTRATOR:

Name: Michael S. Hillman

Title/Position: Senior Vice President / Goldstar Properties LLC

⁴ Including indirect costs may be beneficial to avoid "0" dollar goals. If indirect costs are included in the goals, these costs must be included in the Standard Form 294 report submitted after award.

Address: 3 Bethesda Metro Center, Suite 507

City/State/Zip Code: Bethesda, MD 20814

Telephone number: (301) 657-8757

Email Address: mhillman@thegoldstergroup.com

Alternate POC with contact information:

Duties: FAR clause 52.219-9(e) requires the contractor to perform the following functions in order to effectively implement this plan to the extent, consistent with efficient contract

1. Assist SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Where the Contractor's lists of potential SB, VOSB, SDVOSB, HUBZone, SDB and WOSB subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.
2. Provide adequate and timely consideration of the potentialities of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns in all "make-or-buy" decisions.
3. Counsel and discuss subcontracting opportunities with representatives of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB firms.
4. Confirm that a subcontractor representing itself as a HUBZone small business concern is identified as a certified HUBZone small business concern by accessing the System For Award Management (SAM) database or by contacting SBA.
5. Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as SB, VOSB, SDVOSB, HUBZone, SDB and WOSB for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's subcontracting plan.
6. For all competitive subcontracts over the simplified acquisition threshold, as defined in FAR [2.101](#) on the date of subcontract award, in which a small business concern received a small business preference, upon determination of the successful subcontract offeror, prior to award of the subcontract the Contractor must inform each unsuccessful small business subcontract offeror in writing of the name and location of the apparent successful offeror and if the successful subcontract offeror is a SB, VOSB, SDVOSB, HUBZone, SDB or WOSB.

7. Assign each subcontract the NAICS code and corresponding size standard that best describes the principal purpose of the subcontract.

Other ways the Plan Administrator can ensure the company meets the goals of the plan **demonstrating "good faith effort"**.

☒ Develop and promote company/division policy statements that demonstrate the company's/division's support for awarding contracts and subcontracts to SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns.

☒ Develop and maintain bidders' lists of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns from all possible sources.

☒ Ensure periodic rotation of potential subcontractors on bidders' lists.

☒ Ensure that SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns are included on the bidders' list for every subcontract solicitation for products and services they are capable of providing.

☒ Ensure that subcontract procurement "packages" are designed to permit the maximum possible participation of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns

☒ Review subcontract solicitations to remove statements, clauses, etc., which might tend to restrict or prohibit SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns.

☒ Ensure that the subcontract bid proposal review board documents its reasons for not selecting any low bids submitted by SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns.

☒ Oversee the establishment and maintenance of contract and subcontract award records.

☒ Attend or arrange for the attendance of company counselors at Business Opportunity Workshops, Minority Business Enterprise Seminars, Trade Fairs, etc.

☒ Directly or indirectly counsel SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns on subcontracting opportunities and how to prepare bids to the company.

☒ Conduct or arrange training for purchasing personnel regarding the intent and impact of Section 8(d) of the Small Business Act on purchasing procedures.

☒ Develop and maintain an incentive program for buyers that support the subcontracting program.

☒ Monitor the company's performance and make any adjustments necessary to achieve the subcontract plan goals.

☒ Prepare and submit timely reports as outlined in Section VII.

☒ Coordinate the company's activities during compliance reviews by Federal agencies.

☒ Promote opportunities for small businesses on the company website

IX. EQUITABLE OPPORTUNITY:

GI TC 801 FOLLIN LANE, LLC will make every effort to ensure that all small business concerns have an equitable opportunity to compete for subcontracts. These efforts may include one or more of the following activities:

A. Outreach efforts to obtain sources by:

- ☒ Contacting minority and small business trade associations
- ☒ Contacting business development organizations
- ☒ Requesting sources from the Dynamic Small Business Search
- ☒ Attending small and minority business trade fairs and procurement conferences

B. Internal efforts to guide and encourage purchasing personnel:

- ☒ Presenting workshops, seminars and training programs
- ☒ Establishing, maintaining and using small, hubzone small, small disadvantaged, women-owned small, veteran-owned small, and service-disabled veteran-owned small business source lists, guides, and other data for soliciting subcontracts
- ☒ Monitoring activities to evaluate compliance with the subcontracting plan

C. Other Additional efforts:

X. ASSURANCES OF CLAUSE INCLUSION AND FLOW DOWN:

GI TC 801 FOLLIN LANE, LLC agrees to include the FAR Clause 52.219-8, "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and will require all subcontractors (*except small business concerns*) that receive subcontracts in excess of \$750,000 (\$1,500,000 for construction) to adopt a plan that complies with the requirements of the clause at 52.219-9, Small Business Subcontracting Plan.

XI. ASSIGNMENT OF SIZE STANDARDS TO SUBCONTRACTS

GI TC 801 FOLLIN LANE, LLC agrees to assign North American Industry Classification System (NAICS) codes to subcontracts and further agrees to provide the socio-economic status of the successful subcontractor in the notification to the unsuccessful offerors for the subcontracts in accordance with FAR 52.219-9.

XII. REPORTING AND COOPERATION:

GI TC 801 FOLLIN LANE, LLC agrees to:

- (10)(i) Cooperate in any studies or surveys as may be required;
- (ii) Submit periodic reports so that the Government can determine the extent of compliance by the offeror with the subcontracting plan;
- (iii) Submit the SF 294 (Individual Subcontract Report)** to the LCO, and the Summary Subcontract Report (SSR) ** using the Electronic Subcontracting Reporting System (eSRS) (<http://www.esrs.gov>), following the instructions in the eSRS;

(iv) Ensure that its subcontractors with subcontracting plans agree to submit the SF 294 to the LCO and/or the SSR** using the eSRS;

(v) Provide its prime contract number and its DUNS number and the e-mail address of the Government or Contractor official responsible for acknowledging or rejecting the reports, to all first-tier subcontractors with subcontracting plans so they can enter this information into the eSRS when submitting their reports; and

(vi) Require each subcontractor with a subcontracting plan provide the prime contract number and its own DUNS number, and the e-mail address of the Government or Contractor official responsible for acknowledging or rejecting the reports, to its subcontractors with subcontracting plans.

Reports are to be submitted within 30 days after the close of each calendar period as indicated in the following chart:

<u>Calendar Period</u>	<u>Report Due</u>	<u>Date Due⁵</u>	<u>Submit Report to:</u>
10/01--03/31	SF294*	04/30	LCO
04/01--09/30	SF294*	10/30	LCO
10/01--09/30	SSR**	10/30	eSRS

****SF 294s are submitted until further notice in lieu of the ISRs.***

*****File the SSRs in the government-wide eSRS system as required by FAR clause 52.219-9(l).***

XIII. RECORDKEEPING:

GI TC 801 FOLLIN LANE, LLC will maintain records concerning procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of efforts to locate SB (including ANCs and Indian tribes), VOSB, SDVOSB, HUBZone, SDB (including ANCs and Indian tribes), and WOSB concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):

1. Source lists (e.g., SAM), guides, and other data that identify SB (including ANCs and Indian tribes), VOSB, SDVOSB, HUBZone, SDB (including ANCs and Indian tribes), and WOSB concerns.
2. Organizations contacted in an attempt to locate sources that are SB (including ANCs and Indian tribes), VOSB, SDVOSB, HUBZone, SDB (including ANCs and Indian tribes), and WOSB concerns.
3. Records on each subcontract solicitation resulting in an award of more than \$150,000, indicating:
 - (A) Whether small business concerns were solicited and, if not, why not;

⁵ The dates listed are considered "no later than". Thus, the ISRs must be submitted to the LCO no later than these dates, April 30 and October 30, respectively, and the SSR must be entered into the eSRS system no later than October 30 each year.

- (B) Whether veteran-owned small business concerns were solicited and, if not, why not;
- (C) Whether service-disabled veteran-owned small business concerns were solicited and, if not, why not;
- (D) Whether HUBZone small business concerns were solicited and, if not, why not;
- (E) Whether small disadvantaged business concerns were solicited and, if not, why not;
- (F) Whether women-owned small business concerns were solicited and, if not, why not; and
- (G) If applicable, the reason award was not made to a small business concern.

4. Records of any outreach efforts to contact
 - (A) Trade associations;
 - (B) Business development organizations;
 - (C) Conferences and trade fairs to locate small, HUBZone small, small disadvantaged, and women-owned small business sources; and
 - (D) Veterans service organizations
5. Records of internal guidance and encouragement provided to buyers through
 - (A) Workshops, seminars, training, etc.; and,
 - (B) Monitoring performance to evaluate compliance with the program's requirements.
6. On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address, and business size of each subcontractor. ***Contractors having commercial plans need not comply with this requirement.***
7. Other records to support your compliance with the subcontracting plan:

XIV. ADDITIONAL ASSURANCES:

1. **GI TC 801 FOLLIN LANE, LLC** will make a good faith effort to acquire articles, equipment, supplies, services, or materials, or obtain the performance of construction work from the small business concerns that it used in preparing the bid or proposal, in the same or greater scope, amount, and quality used in preparing and submitting the bid or proposal.
2. **GI TC 801 FOLLIN LANE, LLC** will provide the Lease Contracting Officer with a written explanation if the lessor fails to acquire articles, equipment, supplies, services or materials or obtain the performance of construction work as described in (d)(12) of FAR

clause 52.219-9. This written explanation must be submitted to the Lease Contracting Officer within 30 days of contract completion.

3. **GI TC 801 FOLLIN LANE, LLC** will not prohibit a subcontractor from discussing with the Lease Contracting Officer any material matter pertaining to the payment to or utilization of a subcontractor.

4. **GI TC 801 FOLLIN LANE, LLC** assures that the offeror will pay its small business subcontractors on time and in accordance with the terms and conditions of the subcontract, and notify the contracting officer if **GI TC 801 FOLLIN LANE, LLC** pays a reduced or an untimely payment to a small business subcontractor (see [52.242-5](#)).

XV. COMMITMENT TO MAKE A GOOD FAITH EFFORT⁶ (Also refer to 13 CFR 125.3(d), *Determination of Good Faith Effort*)

In order to demonstrate your compliance with a good faith effort to achieve the small business subcontracting goals, outline the steps below that your company plans to take.

GI TC 801 FOLLIN LANE, LLC will take the following steps to demonstrate compliance with a good faith effort in achieving small business subcontracting goals:

The above requirements will be negotiated with the Lease Contracting Officer prior to approval. The Lease Contracting Officer must ensure per FAR 19.705-5(a)(5) that an acceptable plan is incorporated into and made a material part of the contract.

XVI. STATUTORY REQUIREMENTS (FAR 19.702 and FAR clause 52.219-9(c))

The undersigned recognizes the statutory requirements for a subcontracting plan. The subcontracting plan will be negotiated with the Contracting Officer in the time specified. The plan must be approved prior to contract award, option exercise, or renewal. The Contracting Officer must ensure per FAR 19.705-5(a)(5) that an acceptable plan is incorporated into and made a material part of the contract. Failure to submit and negotiate the subcontracting plan shall make the Offeror ineligible for award of a contract.

As stated in [15 U.S.C. 637\(d\)\(8\)](#) as implemented under FAR 52.219-16, *Liquidated damages*, any contractor or subcontractor failing to comply in good faith with the requirements an approved subcontracting plan required by the clause of the contract "Utilization of Small Business Concerns" shall be a **material breach of the contract and may be considered in any past performance evaluation of the Contractor**. Further, [15 U.S.C. 637\(d\)\(4\)\(F\)](#) directs that a contractor's **failure to make a good faith effort** to comply with the requirements of the subcontracting plan shall result in the imposition of liquidated damages.

⁶ Defined in SBA regulations 13 CFR 125.3(d)(3)

SIGNATURE REQUIRED:

SUBMITTED by:

Signature: (b) (6)

Typed Name: Michael S. Hillman

Company Title: Goldstar Properties LLC, Senior Vice President

Date Signed: 9/29/21

Government Lease Contracting Officer APPROVAL:

Signature: DocuSigned by:
Tamim Chowdhury

Printed Name: E8F658C8D751463...
Tamim Chowdhury

Agency: us General Services Administration

Date Signed: _____